



POSITION DESCRIPTION

Position Title:	Paediatric Emergency Physician
Business Unit/Department:	Sunshine Hospital Emergency Department
Division:	Emergency Medicine and Intensive Care (EMIC)
Award/Agreement:	AMA Victoria – Victorian Public Health Sector Medical Specialists Agreement
Classification:	HN28
Reports To:	Director of Paediatric Emergency Medicine, Sunshine Hospital
Direct Reports:	Registrars, HMOs, Interns, medical students
Date Prepared/Updated:	27 June 2025

Position Purpose

The Paediatric Emergency Physician provides high quality clinical care to paediatric patients and families presenting to Sunshine Hospital Emergency Department (SHED), while supervising Junior Medical Staff (JMS) and supporting Western Health Strategic themes.

The foci of this position are:

1. **Clinical care** of children who are patients within the SHED
2. **Leadership** including incorporation of evidence and best practice
3. **Supervision** of JMS including fellows, registrars, HMOs and interns
4. **Teaching** of medical students, junior medical staff and nurses
5. **Commitment** to development of SHED quality improvement initiatives
6. **Representation** on internal committees and external agencies as needed.

The Paediatric Emergency Physician is a senior leader within the SHED and should act as a role-model of professional behaviours and the Western Health values. They should promote the SHED and its priorities within and outside the SHED. The Paediatric Emergency Physician should understand current SHED priorities and those of Western Health as whole. In addition, the Paediatric Emergency Physician should demonstrate commitment and initiative in contributing to quality with the overall aim of delivering best care to the patients of Western Health.

The Children's area of the SHED manages approx. 30,000 (less than 18 years of age) presentations per year. The SHED educates basic and advanced trainees of both the Royal Australasian College of Physicians (RACP) and the Australasian College of Emergency Medicine (ACEM) in addition to General Practice trainees and hospital medical officers. The Children's Emergency has an active role in collaborative education and research with other hospitals and research networks. Long-standing links, for admission and outpatient follow-up exist to Paediatrics and Newborn services at the Joan Kirner Women's and Children's.

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Business Unit Overview

The Western Health (WH) Division of Emergency Medicine and Intensive Care (EMIC) is responsible for emergency departments at Footscray, Sunshine, Williamstown and Bacchus Marsh Hospitals and urgent care centres at Melton, Sunbury and Point Cook. Sunshine Hospital Emergency Department comprises Adult and Paediatric (aged under 18 years) streams.

The WH Division of EMIC is committed to innovation and the development of services and treatment of groups across Western Health to ensure Best Care for the community of Western Melbourne.

The Divisional Director (DD) and the Clinical Services Director (CSD) function in partnership to provide leadership and clinical, operational, and financial governance to the WH Division of EMIC to ensure the efficient and effective delivery of Best Care within allocated resources.

Sunshine Hospital Children's Emergency Department manages approximately 30 000 paediatric (up to 17 years of age inclusive) presentations per year. The ED educates basic and advanced trainees of both the Royal Australasian College of Physicians (RACP) and the Australasian College of Emergency Medicine (ACEM) in addition to General Practice trainees and hospital medical officers. The Children's ED has an active role in collaborative education and research with other hospitals and research networks.

Key Responsibilities

A consultant in Paediatric Emergency Medicine is expected to:

- Provide clinical expertise in the management of patients and supervision of junior doctors, in the Emergency Department. They must apply high level skills in the domains of:
 - Medical Expertise
 - Prioritisation and Decision Making
 - Timely review of investigation results to minimise delays and adverse outcomes
 - Professionalism
 - Scholarship and Teaching
 - Teamwork and Collaboration
 - Leadership and management
 - Health Advocacy
 - Communication
- Actively participate in essential department clinical support activities*, including but not limited to:
 - educational activities of SHED staff
 - assessments of medical staff (e.g. RACP & ACEM mandated work-based assessments)
 - reviews of policies and procedures and other governance requirements
 - other administrative responsibilities.
- Actively participate in continuous quality improvement activities, including but not limited to:
 - individual clinical support portfolios or other responsibilities as allocated by Director or delegate, with demonstrable outcomes
 - participation and leadership in department working groups, quality improvement projects, and external quality improvement or research opportunities and collaborations
- Actively contribute to and engage in department and organisational activities and priorities:
 - attendance at and participation in internal department meetings
 - commitment to regular review of email, newsletter and other communication avenues
 - participation in and contribution to department strategic planning

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- Represent and promote the SHED and its priorities and values to staff within SHED, across the hospital, and more broadly by
 - maintaining a positive work environment conducive to positive morale, employee growth and retention
 - understanding and embracing the leadership role of a senior clinician on a daily basis
 - representation on hospital committees, meetings and involvement in hospital-wide activities
 - involvement in local/national/international organisations in discussion with the Director
- Commit to personal continuing professional development, developing goals and responding constructively to feedback

In addition to the key responsibilities specific to your role, you are required to deliver on the [Key Organisational Accountabilities](#) which are aligned with the Western Health strategic aims.

Key Relationships

Internal:

- Director of Paediatric Emergency Medicine - Sunshine Hospital
- Director of Emergency Medicine – Sunshine Hospital
- Director of Emergency Medicine Program – Western Health
- Other Senior Medical Staff
- Junior Medical Staff
- Nursing Staff
- Allied Health Staff
- Operations Manager
- Access Manager/ After Hours Administrator
- Unit/Department Heads
- Clinical Services Directors
- Divisional Directors
- Executive Director Medical Services
- Executive Director Operations

External:

- General Practitioners and Community Health Agencies
- Paediatric Infant Perinatal Emergency Retrieval (PIPER)
- Ambulance Victoria
- Victoria Police
- Child Protection Services

Selection Criteria

Essential

- Current registration with the Australian Health Practitioner Regulation Agency (AHPRA)
- Specialist qualification in Paediatrics (FRACP) and/or Emergency Medicine (FACEM)
- Demonstrated commitment to ongoing professional development
- Demonstrated qualities of enthusiasm, initiative, and commitment

Desirable

- Endorsement by the RACP/ACEM Joint Training Committee in PEM pending or completed
- Experience in Point of Care Ultrasound
- Research experience
- Quality Improvement experience
- Medical Education (including Medical Simulation)

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Additional Requirements

All employees are required to:

- Obtain a police / criminal history check prior to employment
- Obtain a working with children check prior to employment (if requested)
- Obtain an Immunisation Health Clearance prior to employment
- Report to management any criminal charges or convictions you receive during the course of your employment
- Comply with relevant Western Health clinical and administrative policies and guidelines.
- Comply with and accept responsibility for ensuring the implementation of health and safety policies and procedures
- Fully co-operate with Western Health in any action it considers necessary to maintain a working environment, which is safe, and without risk to health
- Protect confidential information from unauthorised disclosure and not use, disclose or copy confidential information except for the purpose of and to the extent necessary to perform your employment duties at Western Health
- Be aware of and comply with relevant legislation: Public Administration Act 2004, Victorian Charter of Human Rights and Responsibilities Act 2006, Work Health and Safety Act 2011, the Work Health and Safety Regulations 2011 (and 2012), the Victorian Occupational Health and Safety Act 2004, Fair Work Act 2009 (as amended), the Privacy Act 1988 and responsibilities under s141 Health Services Act with regard to the sharing of health information
- Be aware of and comply with the Code of Conduct for Victorian Public Sector Employees and other Western Health employment guidelines

General Information

- Redeployment to other services or sites within Western Health may be required
- Employment terms and conditions are provided according to relevant award/agreement
- Western Health is an equal opportunity employer and is committed to providing for its employees a work environment which is free of harassment or discrimination. The organisation promotes diversity and awareness in the workplace
- This position description is intended to describe the general nature and level of work that is to be performed by the person appointed to the role. It is not intended to be an exhaustive list of all responsibilities, duties and skills required. Western Health reserves the right to modify position descriptions as required. Employees will be consulted when this occurs
- Western Health is a smoke free environment

I confirm I have read the Position Description, understand its content and agree to work in accordance with the requirements of the position.

Employee's Name: Click here to enter the Employee's name.

Employee's Signature: _____ Date Click here to enter a date.

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